



A Public Service Agency

## PARKING/TOLL AGENCY NOTIFICATION OF INTENT (NOI)

All parking/toll agencies must complete and sign a Notification of Intent when: (1) applying for a parking/toll requester code number; (2) changing the type of electronic method for submission of citation data; (3) changing or terminating service center/agent; and/or (4) changing address, telephone number, or contact information.

Return this form to: **Department of Motor Vehicles**  
**Justice and Government Liaison** MS H-171  
**P. O. Box 932345**  
**Sacramento, CA 94232-3450**  
**Telephone: (916) 657-7732 FAX (916) 657-9022**

### PARKING/TOLL AGENCY INFORMATION

Current Parking/Toll Requester Code Number: \_\_\_\_\_ or ☐ New Parking/Toll Agency  
(Requester codes for new agencies will be assigned upon receipt of the Notification of Intent. You will receive written confirmation of your approval along with your parking/toll requester code number and the day you may start sending the department delinquent parking/toll violations.)

PARKING/TOLL AGENCY

ADDRESS

CITY

STATE

ZIP CODE

CONTACT PERSON

CONFIDENTIAL TELEPHONE NUMBER (DMV/AGENCY USE ONLY)

EMAIL ADDRESS

Please check the box that identifies the method of access your agency will use to process parking/toll citations.

☐ 3480 IBM Compatible Cartridge (non-compressed)

☐ File Transfer (VPN)

☐ 3490 IBM Compatible Cartridge (compressed)

☐ On-line (Interactive or Direct Access)

ADDRESS TO RETURN CARTRIDGE

How do you want to receive your monthly reports? Please check the appropriate box below.

☐ 3480 Cartridge (Non-compressed)

☐ 3490 (compressed) Cartridge

☐ File Transfer (VPN)

☐ Hard Copy

ADDRESS FOR MONTHLY REPORTS

ADDRESS FOR REVENUE CHECK

ADDRESS FOR DMV MEMOS

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## PUBLIC CONTACT INFORMATION

PUBLIC CONTACT TELEPHONE NUMBER

(      )

ADDRESS WHERE PUBLIC WOULD OBTAIN ABSTRACT/CONTEST CITATION

DATA PROCESSING CONTACT (IF APPLICABLE)

CONTACT TELEPHONE NUMBER

(      )

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**(IF YOU ARE USING AN AGENT TO PROCESS YOUR PARKING/TOLL VIOLATIONS,  
COMPLETE THE SECTION BELOW)**

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## AUTHORIZED DATA PROCESSING PARKING/TOLL AGENT INFORMATION (if applicable)

PARKING/TOLL AGENT NAME

TECHNICAL CONTACT PERSON

TELEPHONE NUMBER

(      )

EMAIL ADDRESS

ADDRESS TO RETURN MONTHLY CARTRIDGES

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## CERTIFICATION

*I certify under penalty of perjury that the Parking/Toll Agency identified in this Notification of Intent is a federal, state or local agency. I further certify that measures have been instituted to ensure that each request for residence address from the Department of Motor Vehicles' records is accessed and used pursuant to the applicable constitutional provisions, statutes, or regulations of the United States or California, including the California Vehicle Code (CVC), Information Practices Act, Public Records Act, and Title 13 of California Code of Regulations (CCR).*

AUTHORIZED SIGNATURE OF PARKING/TOLL AGENCY EMPLOYEE

DATE

PRINTED NAME AND TITLE OF PARKING/TOLL AGENCY EMPLOYEE

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**For more information on parking/toll abstract updating, contact the Justice and Government Liaison (JAG) at (916) 657-7732.**